

UNCLASSIFIED

CONFIDENTIAL

SECRET

EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	D/ICS	X			
4	DD/NFA				
5	DD/A				
6	DD/O				
7	DD/S&T				
8	GC				
9	LC				
10	IG				
11	Compt		X		
12	D/PA				
13	D/EEO				
14	D/Pers				
15	D/ExStt				
16	AO/DCI				
17	C/IAS/OPP		X		
18					
19					
20					
21					
22					
SUSPENSE		10 December Date			

Remarks:

Per our conversation, please, forward package to DCI through DDCI and prepare appropriate material for 16 December appearance.

Executive Secretary

3 December 1981

Date

STAT

THE WHITE HOUSE
WASHINGTON

Executive Registry
81-8913

December 2, 1981

MEMORANDUM FOR: DIRECTOR OF CENTRAL INTELLIGENCE
SUBJECT: 1983 Budget Appeal Procedures and Schedule

During the next three weeks, final decisions must be made on 1983 budget requests for all agencies. Any exceptions to OMB decisions must be considered expeditiously.

We have scheduled a session with the Budget Review Board at 11:30 a.m. on Wednesday, December 16 to consider the highest priority exceptions for your Agency.

To permit orderly and timely consideration of your appeals, each should be summarized in a brief, tightly written paper and submitted to the White House no later than noon on Saturday, December 12. The schedule is so tight that extensions in the deadline cannot be given. Appeals not submitted by the due date must be denied.

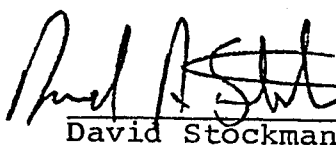
The format for appeal papers is attached. Five copies of your appeal package should be delivered to Craig Fuller by the prescribed date.

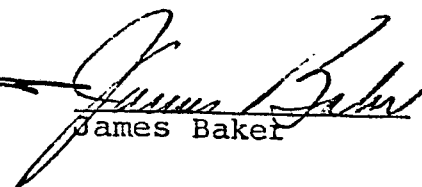
Attendance at Budget Review Board and Presidential sessions will be tightly limited. You may, however, bring one person with you if you wish to have assistance with your presentation. Please be prepared to summarize your views on the most important issues in 5 minutes at the beginning of the session.

We appreciate your cooperation in the preparation of the President's 1983 Budget.



Edwin Meese III


David Stockman


James Baker

Attachment

A105

FORMAT FOR DEPARTMENTAL OR AGENCY
1983 BUDGET APPEAL

Agency:

Appeal Item: (Identify program and issue)

Budget Impact:

	<u>1982</u>	<u>1983</u>	<u>1984</u>
	(\$ in millions)		
. <u>OMB Passback</u>			
Budget authority			
Outlays			
. <u>Agency Position</u>			
Budget Authority			
Outlays			
. <u>Amount Appealed</u>			
Budget Authority			
Outlays			

(If issue is employment,
substitute a table
showing workyears - full
time equivalents (FTE).)

Program Description: Very brief.

Justification for Agency Position: State a briefly as possible
the justification for adopting the agency position rather than
the OMB passback amounts.

NOTE: Papers should be no more than 2 pages per issue; preferably
1 page.